

Purpose

The purpose of this manual is to provide the user with the necessary tools and information to maintain the obligatory legal records with regard to pesticide use within the state of California. Each section of the manual provides step-by-step instruction for using the *Restricted Materials Permit and Use Programs (Production Agriculture and Monthly Summary)*.

Before beginning to enter monthly summary use reports, it is required that you have a database of the PCO's and any other businesses (i.e., landscape maintenance gardeners) with licenses that report on the monthly summary form. If you do not have a database file of the licensed persons or businesses that report on the monthly summary forms, you may manually enter the monthly summary licensee information (see Section VII). For future reference, "monthly summary" may be referenced as M.S., in this manual.

This introductory section will provide some basic information with regard to reading and using this manual, using the computer keyboard to move around within the programs, and a glossary of basic terminology used throughout the manual.



Using This Manual

The following naming conventions are used throughout the manual to help to clarify the text.

<Bold> is used to designate a particular key or keys to be pressed. For example, "Press **<Return>** and enter the appropriate ADDRESS".

Italics are used to signify the names of menus or fields. For example, "The *Shop Phone Number* fields are automatically filled with the home phone number."

CAPITALS are used to designate information that is to be entered by the User. For example, "Enter the new PERMIT NUMBER."

- Bold** is used to identify the name of a menu choice. For example, "To begin adding a permit to the database, use <**Space Bar**> to highlight **Enter Permit Menu** on the *Main Menu* and press <**Return**>."
- [] is used to display the current default for a particular choice. For example, "Enter the number of copies required if other than [1] and press <**Return**>."



Using The Computer Keyboard

The following key combinations are used throughout the manual to help the User to move through the programs. In most cases, the User will hold down the <**Ctrl**> key first and then press a letter key. For example, <**Ctrl A**> means to hold down the <**Ctrl**> key, press the <**A**> and then release them both at the same time.

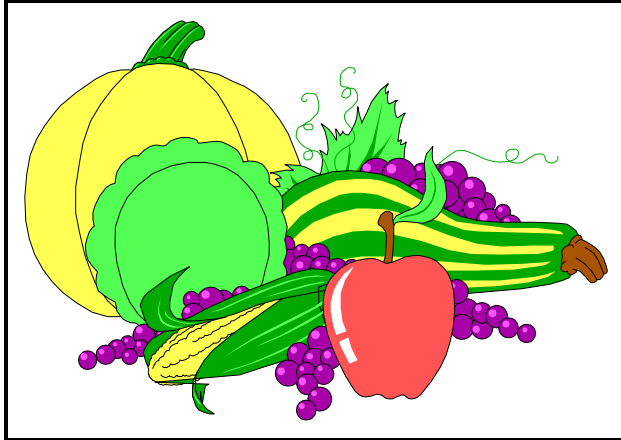
- <**Esc**> In the Production Ag and the Monthly Summary programs this allows you to make selections to exit the program, resume the process, return to the previous menu, or return to the main menu. In the Permit program this will allow you to change screens.
- <**Return**> Move to the next field on a screen.
- <**Ctrl J**> Move to the previous field on a screen.
- <**Tab**> Find a record.
- <**Ctrl N**> Find the next record in sequence.
- <**Ctrl B**> Find the previous record in sequence.
- <**Ctrl W**> Save a record to the database.

<Ctrl D>	Delete a record from the database.
<Ctrl A>	Clear all of the fields on a screen. This does not delete the information from the database itself.
<Ctrl Z>	Insert a character in a field.
<Ctrl X>	Delete a character in a field.
<Ctrl F>	To carry over pesticides most recently saved to the next record (permit program, screen 3).
<Ctrl U>	From the Add Use Reports screen in the Production Ag and the Monthly Summary programs, this will allow you to go into the Update/Delete screen.
<Left Arrow>	Move the cursor one character to the left in a field.
<Right Arrow>	Move the cursor one character to the right in a field.
<Ctrl T>	To list existing pesticides on a permit (permit program, screen 2).
	Print a permit (permit program, screen 4).
<Ctrl Y>	To add/delete pesticide(s) to sites within a permit for a specific commodity (permit program, screen 2).
	To list site id's for a specific commodity in a permit (permit program, screen 3).
<Shift ?>	Displays the <i>Help Menu</i> . This menu lists most of these keys and can be reached from most of the screens within the programs.



Glossary Of Terminology

PARTA	Refers to the <i>Permit/Operator I.D.</i> information displayed/entered in the first and fourth data entry screens of the permit program. The file that stores this data is PMTADF.DAT . This file is also referred to as “ <i>Permit/Operator I.D. - Part A</i> ”.
PARTB	Refers to the <i>site and commodity</i> information for each permit. It includes all data about each site except the pesticides and is displayed/entered in the third entry screen of the permit program. The file that contains this data is PMTBDF.DAT . This file is also referred to as “ <i>Permit/Operator I.D. - Part B</i> ”.
PESTA	Refers to the <i>pesticide</i> information displayed/entered in the second data entry screen of the permit program. This screen gives all the pesticides that are available for a particular grower/operator. The database that stores this data is PESTA.DAT . This file is also referred to as “ <i>Pesticide code from PMTADF</i> ”.
PESTB	Refers to the <i>pesticide</i> information displayed/entered in the third data entry screen of the permit program. This is the pesticide information for each individual site on a permit. The file that contains this information is PESTB.DAT . This file is also referred to as “ <i>Pesticide code from PMTBDF</i> ”.
Site I.D.	An identification number, designated by the permittee, for each tract or field on which pesticides may be applied.



Purpose

The purpose of the Restricted Materials Permit Program is to assist the staff of each County Agricultural Commissioner in meeting the legal mandates for pesticide usage within California. Basic permit data is stored in the system and can be modified and updated as required. While most fields within the program are required, several are optional and can be used at the discretion of each county.

This section will provide step-by-step instructions for adding a permit to the system, updating permittee information, updating pesticide information, updating site id/commodity information, updating contact user information, and printing the permit.



Adding A Permit

To begin adding a permit to the database, at the correct subdirectory type: **DFRUN RMPP**, or ask the system manager for the correct password to run the program.

To begin use <Space Bar> to highlight **ENTER PERMIT MENU** on the *Main Menu* and press <Return>.

```
=====
=   Restricted Materials Permit Program   1995   Date 07/19/95 =
= KINGS COUNTY AGRICULTURAL COMMISSIONER'S OFFICE   Version 7.3 =
=====

                =====
                =  M A I N      M E N U  =
                =====

                        ||
                        ||
=====
||                      ||                      ||
=====
=  ENTER PERMIT MENU  =    =  P.U.R. MENU    =    =  DATABASE MENU  =
=====
```

Choice : ENTER PERMIT MENU

- Move space bar to select an option then press return key

The following menu appears:

```
=====
=                               County Permit Program                               Date 08/01/95 =
= COLUSA COUNTY AGRICULTURAL COMMISSIONER'S OFFICE                               Version 7.3 =
=====

=====
=                               =
=           P E R M I T       M E N U           =
=           -----           =
=
= 1.  Enter Permit                               =
= 2.  Update Pesticide In Permit                   =
= 3.  Update Site ID/Commodity In Permit           =
= 4.  Update Contact User                           =
= 5.  Print Permit (Form 33-125)                     =
= 6.  Print Permit By Range                         =
= 7.  Print/Query Menu                             =
= 8.  Return To Main Menu                           =
=
=====

Please Enter Your Choice: 1

Use Up Arrow or Down Arrow to select option or enter a number
```

To begin adding a permit, choose **Enter Permit** from the *Permit Menu* by entering "1" and pressing <Return>.

The following screen appears:

```

PERMIT ENTRY PROGRAM:   *** INPUT PERMITTEE INFORMATION ***   (SCREEN 1 OF 4)

Permit # <____>      Effective Date: _____      Expiration Date: _____

                Permittee <____>
Last Name <____>      First Name: _____      M.I. _

                Contact Address                                Mail Address
Street: _____      Street: _____
City: _____      City: _____
State: _____      Zip Code: _____      State: _____      Zip Code: _____
Home: _____      Shop: _____      Mobile: _____
Fax : _____

                                County H.Q. District: ____

                Possession      Permit Type      Permittee Type      Method
                =====      =====      =====      =====
NOI Required (Y/N) _      _ Poss & Use      _ Seasonal      _ Private App      _ Phone
Hour Prev to App  ____      _ Poss Only      _ Job           _ Q A Cert         _ Box
                                   _ Ag PCO          _ Non-Ag         _ In Person
                                   _ Non-Ag         _ Modem
                                   _ Fax
Data in < > can be used to find a record                                Press ? for help

```

- ✓ Enter the new PERMIT NUMBER and press <Return>.
- ✓ Enter the permit ISSUE DATE and press <Return>.
- ✓ Enter the permit EXPIRATION DATE and press <Return>.
- ✓ Enter the PERMITTEE name/organization and press <Return>.
- ✓ Enter the LAST NAME of the person responsible for obtaining the permit and press <Return>.
- ✓ Enter the FIRST NAME of the person responsible for obtaining the permit and press <Return>.
- ✓ Enter the MIDDLE INITIAL, optional, of the person responsible for obtaining the permit and press <Return>.

- ✓ Enter the STREET ADDRESS where the permittee can be contacted and press <Return>.
- ✓ The *State* field is automatically filled with CA. If necessary, edit the STATE field.
- ✓ Enter the ZIP CODE of the address where the permittee can be contacted and press <Return>.
- ✓ The *Mailing Address* fields are automatically filled with the contact address information. If necessary, edit the STREET, CITY, STATE and/or ZIP CODE fields using <Return> to move between fields. Press <Return> as necessary, to reach the *Home Phone Number* fields.
- ✓ Enter the permittee's HOME phone number and press <Return>.
- ✓ The *Shop Phone Number* fields are automatically filled with the home phone number. Edit the number, as necessary and press <Return>.
- ✓ Enter the permittee's MOBILE phone number, optional, and press <Return>.
- ✓ Enter the permittee's SHOP phone number, optional, and press <Return>.
- ✓ Enter the permittee's FAX phone number, optional, and press <Return>.
- ✓ Enter the number of the permittee's HEADQUARTERS DISTRICT, optional, and press <Return>.
- ✓ Enter "Y" if a NOTICE OF INTENT is required, or "N" if it is not required and press <Return>.

If a NOTICE OF INTENT is required:

- ✓ Enter the number of hours prior to application that notice must be given, press <Return>.

NOTE: If you enter "Y" for whether or not a notice of intent is required, a restricted materials permit will be printed. If you enter "N" an operator ID will be printed.

The following three fields, POSSESSION, PERMIT TYPE AND PERMITTEE TYPE will be skipped if "N" has been entered for NOI REQUIRED; however, entries can be made by using Cntrl-J or the up arrow key to go back to those fields.

- ✓ Enter the POSSESSION type, optional, with an "X".
- ✓ Enter the PERMIT TYPE, optional, with an "X".
- ✓ Enter the PERMITTEE TYPE, optional, with an "X".
- ✓ Enter the METHOD, optional, by entering an "X" in each acceptable method of notification: *phone, box, in person, modem, or fax.*

))))))))))))))))))

If any of the data is entered incorrectly, use <Ctrl J> to return to the error and retype it correctly. When all of the information is entered correctly, press <Ctrl W> to save the information.

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User's Manual
Page II-7

To enter a pesticide using the CODE NUMBER:

- ✓ Enter the desired PESTICIDE CODE number on the first line of the screen.

If the entire code is unknown, enter any portion of the beginning of the code and press <Tab>. A partial listing of pesticide codes is provided beginning with the code entered or the next closest actual code:

```

PERMIT ENTRY PROGRAM:   *** INPUT PESTICIDE INFORMATION ***   (SCREEN 2 OF 4)

  Permit # 0400005      Permittee: C. W. JOHNSON

Code      Pesticide      F ME AP  Target Pests  +-- Listing Pesticides --+
  900      _____  - - - -  _____  | 920  CADMIUM SUCCINAT |
_____  _____  - - - -  _____  | 940  CADMIUM CHLORIDE |
_____  _____  - - - -  _____  | 1000 CALOMEL          |
_____  _____  - - - -  _____  | 1041 CAPTAN DUST      |
_____  _____  - - - -  _____  | 1042 SLN APRON 70SD   |
_____  _____  - - - -  _____  | 1043 SLN SEVIMOL 4    |
_____  _____  - - - -  _____  | 1044 CAPTAN 50W       |
_____  _____  - - - -  _____  | 1045 CAPTAN-BOTRAN    |
_____  _____  - - - -  _____  | 1046 SLN CAPTAN       |
_____  _____  - - - -  _____  | 1050 CARBARYL         |
_____  _____  - - - -  _____  | 1051 SEVIN            |
_____  _____  - - - -  _____  | 1052 SLN CARBARYL     |
_____  _____  - - - -  _____  | 1053 SLN SEVIN        |
_____  _____  - - - -  _____  | 1054 SEC 18 CARBARYL  |
_____  _____  - - - -  _____  +-----+

Press <Esc> to exit                                     Press ? for help
  
```

- ✓ If the desired code is not listed, re-enter another, usually longer, series of numbers and press <Tab> to view another portion of the listing.
- ✓ When the desired code is located, enter the full number and press <Return>. The name of the PESTICIDE is automatically entered and press <Return>.
- ✓ Enter the appropriate FORMULATION CODE:

L = Liquid	G = Granules
B = Bait	W = Wettable Powder
D = Dust	A = All Registered
F = Fumigant	

NOTE: If more than one formulation of the same pesticide is listed, an entry for the same pesticide must be made for each formulation.

- ✓ Enter the appropriate METHOD CODE(S) and press **<Return>**:

A = Air

G = Ground

F = Fumigation

O = Other

Up to two codes may be entered.

- ✓ Enter the appropriate APPLICATOR CODE(S) and press **<Return>**:

P = Pest Control Operator (PCO)

G = Grower

E = Employee

Up to two codes may be entered.

- ✓ Repeat the process for each pesticide to be entered.

✓ Enter the desired PESTICIDE NAME on the first line of the screen.

If the entire name is unknown, enter any portion of the beginning of the name and press **<Tab>**. A partial listing of pesticide names is provided beginning with the name entered or the next closest actual name:

```

PERMIT ENTRY PROGRAM:      *** INPUT PESTICIDE INFORMATION ***      (SCREEN 2 OF 4)

  Permit # 0400005          Permittee: C. W. JOHNSON

Code      Pesticide          F ME AP  Target Pests  +-- Listing Pesticides --+
      TE                      -  -  -  _____  | 5733  TELONE              |
_____  _____          -  -  -  _____  | 5751  TEMIK               |
_____  _____          -  -  -  _____  | 5770  TEPP                |
_____  _____          -  -  -  _____  | 1812  TERRACUR-P            |
_____  _____          -  -  -  _____  | 5802  TERRAZOLE              |
_____  _____          -  -  -  _____  | 4782  THIMET                 |
_____  _____          -  -  -  _____  | 19330 THIOBENCARB        |
_____  _____          -  -  -  _____  | 2591  THIODAN                |
_____  _____          -  -  -  _____  | 2592  THIOSULFAN             |
_____  _____          -  -  -  _____  | 2593  TIOVEL                 |
_____  _____          -  -  -  _____  | 17991 TORAK              |
_____  _____          -  -  -  _____  | 5931  TORDON                  |
_____  _____          -  -  -  _____  | 5940  TOXAPHENE               |
_____  _____          -  -  -  _____  | 8491  TREX-SAN                |
_____  _____          -  -  -  _____  +-----+

```

Press <Esc> to exit

Press ? for help

- ✓ If the desired name is not listed, re-enter another series of letters and press **<Tab>** to view another portion of the listing.
- ✓ When the desired name is located, enter the full name and press **<Return>**. The PESTICIDE CODE is automatically entered.
- ✓ Enter the appropriate FORMULATION CODE and press **<Return>**:

L = Liquid
B = Bait
D = Dust
F = Fumigant

G = Granules
W = Wettable Powder
A = All Registered

NOTE: If more than one formulation of the same pesticide is listed, an entry for the same pesticide must be made for each formulation.

- ✓ Enter the appropriate METHOD CODE(S) and press <Return>:

A = Air
G = Ground

F = Fumigation
O = Other

Up to two codes may be entered.

- ✓ Enter the appropriate APPLICATOR CODE(S) and press <Return>:

P = Pest Control Operator (PCO)
G = Grower
E = Employee

Up to two codes may be entered.

- ✓ Enter the name of the target pest, optional, and press <Return>:

- ✓ Repeat the process for each pesticide to be entered.

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If any of the data is entered incorrectly, use <Ctrl J> to return to the error and retype it correctly. When all of the information is entered correctly, press <Ctrl W> to save the information.

The following message appears: "Do you wish to enter more pesticides (Y/N) ?".

- ✓ When all data entry is complete, enter "N".

NOTE: To Add/Delete a Pesticide(s) to/from an existing site(s), please refer to page II-31.

```

PERMIT ENTRY PROGRAM:      *** INPUT SITE, COMMODITY ***          (SCREEN 3 OF 4)

Permit # 0400005           Permittee: C. W. JOHNSON

Site ID <_____>   Zone/Map Code: __ _____

Northing: _____   Easting: _____
Quad Name: _____
Dist: __ Sect: __ Twn: __ Rng: __ B/M: _

Commodity # <_____-__> Name <_____>

Loc. Narr.: _____
Site Narr.: _____
Amt: _____ Unit: _ Condition: _____
Pesticides:
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

```

- ✓ Enter the SITE ID CODE and press <**Return**>.
- The following message appears: "Is this a new Site ID (Y/N) ?".
- ✓ Enter "Y".
- ✓ Enter the DISTRICT CODE, optional, and press <**Return**>.
- ✓ Enter the appropriate SECTION information and press <**Return**>.
- ✓ Enter the appropriate TOWNSHIP information and press <**Return**>.
- ✓ Enter the appropriate RANGE information and press <**Return**>.

- ✓ Enter the appropriate BASE MERIDIAN and press <Return>.

NOTE: If the *Section, Township, and Range* are not found in the coordinate database, you will be asked if you want to validate the information, by entering "Y" you will add it to the coordinate database.

Commodity information can be entered either by code or commodity name.

To enter COMMODITY information by CODE:

- ✓ Enter the COMMODITY CODE and press <Tab>. The COMMODITY NAME is automatically filled.

To enter COMMODITY information by NAME:

- ✓ Press <Return> twice and enter the COMMODITY NAME and press <Tab>. The COMMODITY CODE is automatically filled and press <Return>.

After the commodity information has been entered, the following message appears: "Add commodity to Site (Y/N) ?".

- ✓ Enter "Y".
- ✓ Enter the NORTHING information, optional, and press <Return>.
- ✓ Enter the EASTING information, optional, and press <Return>.

NOTE: Zone/Map Code and Quad Name information cannot be entered or overwritten. If NORTHING AND EASTING are valid for your county, the Zone/Map and Quad Name will be displayed on the screen.

- ✓ Enter up to 31 characters in the LOCATION NARRATIVE, optional, and press <Return>.
- ✓ Enter up to 31 characters in the SITE NARRATIVE, optional, and press <Return>.

✓ Enter the AMOUNT (size) of the commodity area and press **<Return>**.

✓ Enter the UNITS of measure and press **<Return>**:

A = Acres	P = Pounds
S = Square Feet	T = Tons
C = Cubic Feet	U = Miscellaneous K
K = Thousands of	Units
Cubic Feet	N = Not Applicable

✓ Enter the CONDITION code, optional, and press **<Return>** (up to 5 characters).

The screen now looks something like this:

```

PERMIT ENTRY PROGRAM:      *** INPUT SITE, COMMODITY ***      (SCREEN 3 OF 4)

Permit # 0400005      Permittee: C. W. JOHNSON

Site ID <50      >      Zone/Map Code:

  Northing:      0.00      Easting:      0.00
  Quad Name: 3
  Dist:      Sect: 4 TwN: 19N Rng: 01E B/M: M

Commodity # < 28072- 0> Name <RICE      >

  Loc. Narr.: SITE 44 M2
  Site Narr.: 1MI S/NELSON RD & W/BUTTE CR
  Amt:      34.00      Unit: A      Condition: H
Pesticides:

  _____
  _____
  _____
  _____
  _____
  _____
  _____

+---- Listing Pesticides ----++
Code  Pesticide      F Me Ap
1051  SEVIN      W A P
1061  FURADAN      G GA GP
3940  METHYL PARATHI L A P
4491  ORDRAM      G A P
4590  PARATHION      L A P
7860  MCPA, DIMETHYL L A P
8120  2,4-D, PROPYLE L GA GP
16011 PARAQUAT      L G G
19331 BOLERO      G A P
99999 NON-PERMIT AG L GA GP
  
```

A listing of all of the pesticides entered on the previous screen is provided for reference.

✓ Enter each of the PESTICIDE CODES applicable to this particular site and commodity. Use **<Return>** to move between fields.

If any of the data is entered incorrectly, use <Ctrl J> to return to the error and retype it correctly. When all of the information is entered correctly, press <Ctrl W> to save the information.

The following message appears: "Record saved. Do you wish to enter another Site ID (Y/N) ?".

If you wish to enter more SITE ID's enter "Y" and the following message appears: Do you want to clear the screen (Y/N) ? If you select "Y" the entire screen will be cleared. If you select "N" the only field that will be cleared is the *Amount* field.

When all sites and commodities have been entered and saved, select "N" when asked if you wish to enter another SITE ID.

NOTE: You may NOT change a *Site ID* of *Commodity* in this screen, you will need to use the *Update Site ID/Commodity* screen (option number 3 in the *Permit Menu*).

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To Carry Over Pesticides Most Recently Saved to the Next Record:

Once you have entered and saved a record, and you are entering another record you may recall the pesticides most recently saved by pressing <Ctrl F>.

- ✓ After you have entered all of the information on top of screen 3, and you are in the pesticides section of the screen, press <Ctrl F> to recall the most recent pesticides saved to the screen.
- ✓ Press <<Ctrl W> and the record shall be saved.

NOTE: This screen can also be used to edit site ID's. To bring up a previously entered site, enter the SITE ID and press <Tab>, NOT <Return>.

All fields except *Site ID* and *Commodity* can be edited in this screen.

To List SITE ID's For A Specific Commodity in a Permit:

From screen 3, press <Ctrl Y>, and the following message appears: "Do you want a list with a specific commodity (Y/N) ?". Press "Y" and you will be asked to enter the COMMODITY NUMBER, the COMMODITY NAME will appear and you will need to enter "Y" for the information to be displayed.

Once screen 3 is entered and saved, the following screen appears:

```
PERMIT ENTRY PROGRAM:      *** INPUT CONTACT USER ***      (SCREEN 4 OF 4)

    Permit # 0400005   Permittee: C. W. JOHNSON
    Justification For
    Non-Ag Use:

    Conditions:

    Employees Handle Pesticides (Y/N)      Reviewing Biologist I.D.:

    Mailing List Code:

    Contact:
        Name                Phone                Type (PCO,PCA,PCD,OTHR)
                ( ) -
                ( ) -
                ( ) -
                ( ) -
                ( ) -
                ( ) -

Press ? for help                                Press <Esc> to exit
```

NOTE: All of the fields on this screen are optional, you may press <Ctrl W> when you are done with this screen.

- ✓ Enter the JUSTIFICATION FOR NON-AG USE and press <Return>.
- ✓ Enter the CONDITIONS and press <Return>. Two lines are available for condition information.

- ✓ Enter a "Y" if employees are qualified to handle pesticides. If not, enter "N". Press <Return>.
- ✓ Enter the code for the REVIEWING BIOLOGIST and press <Return> (up to three characters may be entered).
- ✓ Enter the appropriate MAILING LIST CODE and press <Return>.
- ✓ Enter the name of the first CONTACT person and press <Return>.
- ✓ Enter the AREA CODE of the first contact person and press <Return>.
- ✓ Enter the TELEPHONE PREFIX of the first contact person and press <Return>.
- ✓ Enter the LAST FOUR DIGITS of the first contact person's telephone number and press <Return>.
- ✓ Enter Type and press <Return>.

PCO = Pest Control Operator
PCA = Pest Control Applicator
PCD = Pest Control Dealer
OTHR = Other

Repeat the entire process for each CONTACT.

))))))))))))))))))))))))))

If any of the data is entered incorrectly, use <Ctrl J> to return to the error and retype it correctly. When all of the information is entered correctly, press <Ctrl W> to save the information.

The following message appears: "Would you like to print the permit (Y/N) ?".

If a printed copy of the permit is not required at this time:

- ✓ Enter "N" and press <Return>. You shall return to screen 1 with the current permit.

If a printed copy of the permit is required at this time:

- ✓ Enter "Y" and press <Return>. The following screen appears:

```
=====
=
=   PRINT OPERATOR/SITE IDENTIFICATION REPORT   =
=
=       1.  Print Permit By Site ID              =
=       2.  Print Permit By Commodity            =
=
=           Enter Option :                       =
=
=====
```

Number of copies to be sent to the printer (0 to 9)

To print the permit with the information sorted by Site ID:

- ✓ Enter "1" and press <Return>.

The following message appears: "Press Return key to print All Site IDs in the Permit OR to print a particular Site, enter the appropriate Site ID."

- ✓ Enter the desired SITE ID and press <Return>, or press <Return> to print all sites on the permit.

- ✓ Enter the number of copies required if other than [1] and press <Return>.

The copies will be printed and the screen returned to the *Permit Menu*.

NOTE: If you enter 0 for the number of copies, the file permit.txt will contain the permit to be printed. This will allow you to edit the permit using a word processor prior to printing. To print the permit, at the correct subdirectory (i.e. RMPP) type: copy permit.txt prn:

To print the permit with the information sorted by Commodity:

- ✓ Enter "2" and press <Return>.

The following message appears: "Press Return key to print All commodities in the permit OR to print a particular commodity, enter the appropriate code."

- ✓ Enter up to 5 commodities, pressing <Return> between entries, or press <Return> to print all commodities on the permit.
- ✓ Enter the number of copies required if other than [1] and press <Return>.

The copies will be printed and the screen returned to the *Permit Menu*.



Updating Permittee Information

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To update the permittee information originally entered on the first permit input screen, choose **Enter Permit** from the *Permit Menu* by entering "1" and pressing <Return>:

```
=====
=                      County Permit Program                      Date 08/01/95 =
= COLUSA COUNTY AGRICULTURAL COMMISSIONER'S OFFICE              Version 7.3 =
=====
```

```
=====
=                      P E R M I T      M E N U                      =
=                      -----                      =
=
= 1.  Enter Permit                      =
= 2.  Update Pesticide In Permit        =
= 3.  Update Site ID/Commodity In Permit =
= 4.  Update Contact User                =
= 5.  Print Permit (Form 33-125)         =
= 6.  Print Permit By Range              =
= 7.  Print/Query Menu                   =
= 8.  Return To Main Menu                =
=
=====
```

Please Enter Your Choice: 1

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

```

PERMIT ENTRY PROGRAM:   *** INPUT PERMITTEE INFORMATION ***   (SCREEN 1 OF 4)

Permit # <____>      Effective Date: _____      Expiration Date: _____

                Permittee <____>
Last Name <____>      First Name: _____      M.I. _

                Contact Address                                Mail Address
Street: _____      Street: _____
City: _____      City: _____
State: _____      Zip Code: _____      State: _____      Zip Code: _____
Home: _____      Shop: _____      Mobile: _____
Fax : _____

                                County H.Q. District: ____

                Possession      Permit Type      Permittee Type      Method
                =====      =====      =====      =====
NOI Required (Y/N) _      _ Poss & Use      _ Seasonal      _ Private App      _ Phone
Hour Prev to App  ____      _ Poss Only      _ Job           _ Q A Cert         _ Box
                                   _ Ag PCO          _ Non-Ag         _ In Person
                                   _ Non-Ag         _ Modem
                                   _ Fax
Data in < > can be used to find a record                                Press ? for help

```

- ✓ Enter the PERMIT NUMBER and press <Return>.

The permittee information in the database for that permit is displayed.

- ✓ Edit the fields as necessary using <Return> to move between fields.

- ✓ When all corrections have been made, press <Ctrl W> to save the information.

✓ Press <Esc>.

[illegible]

- ✓ To continue updating permittee information, choose "1" and press **<Return>**.
- ✓ To return to the *Permit Menu*, enter "E" and press **<Return>**.



Adding A Pesticide

444444444444

To add a new pesticide to an existing permit, choose **Enter Permit** from the *Permit Menu* by choosing "1" and pressing <Return>:

```
=====
=                      County Permit Program                      Date 08/01/95 =
= COLUSA COUNTY AGRICULTURAL COMMISSIONER'S OFFICE              Version 7.3 =
=====
```

```
=====
=                                     =
=          P E R M I T   M E N U          =
=          -----                      =
=                                     =
=  1.  Enter Permit                      =
=  2.  Update Pesticide In Permit          =
=  3.  Update Site ID/Commodity In Permit  =
=  4.  Update Contact User                  =
=  5.  Print Permit (Form 33-125)           =
=  6.  Print Permit By Range                =
=  7.  Print/Query Menu                    =
=  8.  Return To Main Menu                  =
=                                     =
=====
```

Please Enter Your Choice: 1

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

```
PERMIT ENTRY PROGRAM:  *** INPUT PERMITTEE INFORMATION ***  (SCREEN 1 OF 4)

Permit # <____>    Effective Date: _____    Expiration Date: _____

      Permittee <____>
Last Name <____>    First Name: _____    M.I. _

      Contact Address                      Mail Address
Street: _____    Street: _____
City: _____    City: _____
State: _____    Zip Code: _____    State: _____    Zip Code: _____
Home: _____    Shop: _____    Mobile: _____
Fax : _____

                        County H.Q. District: ____

      Possession    Permit Type    Permittee Type    Method
      =====
NOI Required (Y/N) _    _ Poss & Use    _ Seasonal    _ Private App    _ Phone
Hour Prev to App  ____    _ Poss Only    _ Job        _ Q A Cert      _ Box
                                   _ Ag PCO        _ In Person
                                   _ Non-Ag       _ Modem
                                   _ Fax
Data in < > can be used to find a record                Press ? for help
```

✓ Enter the PERMIT NUMBER and press <Return>.

The permittee information in the database for that permit is displayed.

✓ Press <Esc>.

The screen now appears as follows:

```
PERMIT ENTRY PROGRAM:   *** INPUT PERMITTEE INFORMATION ***   (SCREEN 1 OF 4)

Permit # <0400005>      Effective Date: 02/01/96      Expiration Date: 01/31/97

      Permittee <C. W. JOHNSON      >
Last Name <SMITH      >      First Name: REX      M.I.

      Contact Address      Mail Address
Street: PO BOX 633      Street: PO BOX 633
City: CHICO      City: CHICO
State: CA      Zip Code: 95927-      State: CA
Home: (916)891-6631      Shop: ( ) -
Fax :

County H.Q. Di

      Possession      Permit Type
=====      =====
NOI Required (Y/N) N      X Poss & Use      X Seasonal
Hour Prev to App 24      Poss Only      Job

1.  Go To Screen # 1
2.  Go To Screen # 2
3.  Go To Screen # 3
4.  Go To Screen # 4
E.  Exit To Menu

Choice : E

Data in < > can be used to find a record
***** Remember to save if data has been updated *****
```

The following screen is displayed:

[illegible]

Each pesticide can be entered by using either the pesticide name or the appropriate code number.

To enter a pesticide using the CODE NUMBER:

- ✓ Enter the desired PESTICIDE CODE number on the first line of the screen.

If the entire code is unknown, enter any portion of the beginning of the code and press **<Tab>**. A partial listing of pesticide codes is provided beginning with the code entered or the next closest actual code:

```

PERMIT ENTRY PROGRAM:  *** INPUT PESTICIDE INFORMATION ***  (SCREEN 2 OF 4)

  Permit # 0400005      Permittee: C. W. JOHNSON

Code   Pesticide          F ME AP  Target Pests  +-- Listing Pesticides --+
  900   _____      - - - -  _____  | 920  CADMIUM SUCCINAT |
_____      - - - -  _____  | 940  CADMIUM CHLORIDE |
_____      - - - -  _____  | 1000 CALOMEL         |
_____      - - - -  _____  | 1041 CAPTAN DUST     |
_____      - - - -  _____  | 1042 SLN APRON 70SD  |
_____      - - - -  _____  | 1043 SLN SEVIMOL 4   |
_____      - - - -  _____  | 1044 CAPTAN 50W      |
_____      - - - -  _____  | 1045 CAPTAN-BOTRAN   |
_____      - - - -  _____  | 1046 SLN CAPTAN     |
_____      - - - -  _____  | 1050 CARBARYL       |
_____      - - - -  _____  | 1051 SEVIN          |
_____      - - - -  _____  | 1052 SLN CARBARYL   |
_____      - - - -  _____  | 1053 SLN SEVIN      |
_____      - - - -  _____  | 1054 SEC 18 CARBARYL|
_____      - - - -  _____  +-----+

Press <Esc> to exit                                     Press ? for help
  
```

- ✓ If the desired code is not listed, re-enter another, usually longer, series of numbers and press **<Tab>** to view another portion of the listing.
- ✓ When the desired code is located, enter the full number and press **<Return>**. The name of the PESTICIDE is automatically entered. Press **<Return>**.

- ✓ Enter the appropriate FORMULATION CODE and press **<Return>**:

L = Liquid	G = Granules
B = Bait	W = Wettable Powder
D = Dust	A = All Registered
F = Fumigant	

NOTE: If more than one formulation of the same pesticide is listed, an entry for the same pesticide must be made for each formulation.

- ✓ Enter the appropriate METHOD CODE(S) and press **<Return>**:

A = Air	F = Fumigation
G = Ground	O = Other

Up to two codes may be entered.

- ✓ Enter the appropriate APPLICATOR CODE(S) and press **<Return>**:

P = Pest Control Operator (PCO)
G = Grower
E = Employee

Up to two codes may be entered.

- ✓ Enter the name of the target pest, optional, and press **<Return>**.

- ✓ Repeat the process for each pesticide to be entered.

✓ Press <**Return**> and enter the desired PESTICIDE NAME on the first line of the screen.

If the entire name is unknown, enter any portion of the beginning of the name and press **<Tab>**. A partial listing of pesticide names is provided beginning with the name entered or the next closest actual name:

- ✓ If the desired name is not listed, re-enter another series of letters and press **<Tab>** to view another portion of the listing.
- ✓ When the desired name is located, enter the full name and press **<Return>**. The PESTICIDE CODE is automatically entered.
- ✓ Enter the appropriate FORMULATION CODE and press **<Return>**:

L = Liquid	G = Granules
B = Bait	W = Wettable Powder
D = Dust	A = All Registered
F = Fumigant	

NOTE: If more than one formulation of the same pesticide is listed, an entry for the same pesticide must be made for each formulation.

- ✓ Enter the appropriate METHOD CODE(S) and press **<Return>**:

A = Air	F = Fumigation
G = Ground	O = Other

Up to two codes may be entered.

- ✓ Enter the appropriate APPLICATOR CODE(S) and press **<Return>**:

P = Pest Control Operator (PCO)
G = Grower
E = Employee

Up to two codes may be entered.

- ✓ Enter the TARGET PESTS and press **<Return>**.
- ✓ Repeat the process for each pesticide to be entered.

))))))))))))))))))))))

If any of the data is entered incorrectly, use **<Ctrl J>** to return to the error and retype it correctly. When all of the information is entered correctly, press **<Ctrl W>** to save the information.

- ✓ The screen automatically moves to the third input screen. Press **<Esc>** and choose "E" to return to the *Permit Menu*.



Updating Pesticide Information

444444444444444444

To update pesticide information originally entered on the second permit input screen (screen 2), choose **Update Pesticide in Permit** from the *Permit Menu* by entering "2" and pressing <Return>:

```
=====
=                      County Permit Program                      Date 08/01/95 =
= COLUSA COUNTY AGRICULTURAL COMMISSIONER'S OFFICE              Version 7.3 =
=====
```

```
=====
=                      P E R M I T      M E N U                      =
=                      -----                      =
= 1. Enter Permit                      =
= 2. Update Pesticide In Permit          =
= 3. Update Site ID/Commodity In Permit =
= 4. Update Contact User                =
= 5. Print Permit (Form 33-125)          =
= 6. Print Permit By Range                =
= 7. Print/Query Menu                    =
= 8. Return To Main Menu                  =
=====
```

Please Enter Your Choice: 2

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

**NOTE: This screen may also be reached by pressing
<Ctrl D> in screen 2:**

```

                                UPDATE PESTICIDES ON PERMIT APPLICATION
=====
= Permit # <____>      Permittee <____>      =
= Pesticide Code: ____ Name: ____              =
= Target Pest : _____                      =
= Formulation: _   Method: __  Applicator: __   =
=====
```

✓ Enter the PERMIT NUMBER and press <Return>.

A listing of pesticides currently entered for this permit is provided:

```

=====
UPDATE PESTICIDES ON PERMIT APPLICATION
=====
= Permit # <0400005>      Permittee <C. W. JOHNSON      >      =
= Pesticide Code:  _____ Name:  _____      =
= Target Pest :  _____      =
= Formulation:  _      Method:  __      Applicator:  __      =
=====

Code      Pesticide      Pests      F Me Ap      Code      Pesticide      Pests      F Me Ap
1051 SEVIN      W A P      1061 FURADAN      G GA GP
3940 METHYL PARATHIO      L A P      4491 ORDRAM      G A P
4590 PARATHION      L A P      7860 MCPA, DIMETHYLA      L A P
8120 2,4-D, PROPYLEN      L GA GP      19331 BOLERO      G A P
99999 NON-PERMIT AG P      L GA GP
_____
_____
_____
_____
_____
_____
_____
_____
Press <Esc> to exit

```

- ✓ Enter the desired PESTICIDE from the list provided. Press **<Return>**.

The NAME, FORMULATION, METHOD, TARGET PEST and APPLICATOR for that pesticide is provided.

- ✓ Edit the fields, as necessary, using **<Return>** to move between fields.
- ✓ When all corrections have been made, press **<Ctrl W>** to save the information.

Continue entering new permit numbers or new pesticide codes until all required changes have been made.

- ✓ To return to the *Permit Menu*, press **<Esc>**.

- ✓ Add the pesticide to screen 2 as you would any new pesticide.
- ✓ From screen 2, press <Ctrl Y> and the following screen appears:

Press ? for help

- ✓ Enter the pesticide you wish to delete and press <**Return**>. You may enter up to five pesticides.

- ✓ Press <Ctrl D> to delete.
- ✓ Press <Esc> to return to screen 2.
- ✓ Press <Esc> again to exit the program or go to another screen.
- ✓ Press <Esc> to return to screen 2 in the permit program.



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To update site or commodity information originally entered on the thrid permit input screen (screen 3), choose **Update Site ID/Commodity In Permit** from the *Permit Menu* by entering "3" and press **<Return>**:

=====

= County Permit Program Date 08/01/95 =

= COLUSA COUNTY AGRICULTURAL COMMISSIONER'S OFFICE Version 7.3 =

=====

```
=====
=
=           P E R M I T       M E N U
=           -----
=
=  1.  Enter Permit
=  2.  Update Pesticide In Permit
=  3.  Update Site ID/Commodity In Permit
=  4.  Update Contact User
=  5.  Print Permit (Form 33-125)
=  6.  Print Permit By Range
=  7.  Print/Query Menu
=  8.  Return To Main Menu
=
=====
```

Please Enter Your Choice: 1

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

**NOTE: This screen can also be reached by pressing
<Ctrl D> in screen 3.**

UPDATE LOCATION/COMMODITY IN PERMIT

Permit # <____> Permittee <____>

Site ID <____> Commodity # <____-____> Name <____>

Zone Code: ____ Map Code:____ Quad Name: _____

Northing: _____ Easting: _____

District: ____ Section: ____ Town: ____ Range: ____ B/M: ____

Location Narrative : _____

Site Narrative : _____

Amount: _____ Unit: ____ Condition: _____

Pesticides:

_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Press ? For Help

- ✓ Enter the PERMIT NUMBER and press <Return>.
- ✓ Enter the SITE ID and press <Return>.

```

UPDATE LOCATION/COMMODITY IN PERMIT

Permit # <0400005>      Permittee <C. W. JOHNSON              >

Site ID <1          >    Commodity # < 66000- 0>   Name <UNCULTIVATED AG>

Zone Code:           Map Code:             Quad Name: 3

Northing:     0.00      Easting:       0.00

District:           Section:   7      Town: 18N      Range: 01E      B/M: M

Location Narrative : SITE 1 M1
      Site Narrative : N/RD 67 & W/HOWARD SLOUGH


Amount:           176.00      Unit: A      Condition: ALL

Pesticides:
  1051    1061    3940    4491    4590    7860    19331    _____    _____    _____    _____
  _____    _____    _____    _____    _____    _____    _____    _____    _____    _____
  _____    _____    _____    _____    _____    _____    _____    _____    _____    _____
  _____    _____    _____    _____    _____    _____    _____    _____    _____    _____
                                     Press ? For Help

```

- Continue entering new PERMIT NUMBERS or new SITE IDS until all required changes have been made.

To return to the *Permit Menu*, press <Esc>.



Updating Contact User Information

444444444444444444

To update contact user information originally entered on the fourth permit input screen (screen 4), choose **Update Contact User** from the *Permit Menu* by entering "4" and pressing <Return>:

```
=====
=                      County Permit Program                      Date 08/01/95 =
= COLUSA COUNTY AGRICULTURAL COMMISSIONER'S OFFICE              Version 7.3 =
=====
```

```
=====
=                      P E R M I T      M E N U                      =
=                      -----                      =
= 1. Enter Permit                                           =
= 2. Update Pesticide In Permit                             =
= 3. Update Site ID/Commodity In Permit                     =
= 4. Update Contact User                                   =
= 5. Print Permit (Form 33-125)                             =
= 6. Print Permit By Range                                  =
= 7. Print/Query Menu                                       =
= 8. Return To Main Menu                                    =
=====
```

Please Enter Your Choice: 1

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

```
PERMIT ENTRY PROGRAM:      *** INPUT CONTACT USER ***      (SCREEN 4 OF 4)

  Permit # 0400005   Permittee: C. W. JOHNSON
  Justification For
  Non-Ag Use:

  Conditions:

  Employees Handle Pesticides (Y/N)      Reviewing Biologist I.D.:

  Mailing List Code:

  Contact:
      Name                      Phone          Type (PCO,PCA,PCD,OTHR)
      ( ) -
      ( ) -
      ( ) -
      ( ) -
      ( ) -
      ( ) -

  Press ? for help                                Press <Esc> to exit
```

✓ Enter the PERMIT NUMBER and press <Return>.

A listing of contact user information currently entered for this permit is provided:

```
PERMIT ENTRY PROGRAM:      *** INPUT CONTACT USER ***      (SCREEN 4 OF 4)

  Permit #  0400005  Permittee:  C. W. JOHNSON
  Justification For
  Non-Ag Use:

  Conditions:  ALL

  Employees Handle Pesticides (Y/N) N      Reviewing Biologist I.D.: LM

  Mailing List Code:

  Contact:
      Name                      Phone          Type (PCO,PCA,PCD,OTHR)

      AVAG                     (916)342-0187      PCO
      SIMPLOT ORLAND           (916)865-9661      PCD
      BUCRA                    (916)345-7103      PCD
      GREG HENTHORNE           (916)865-9661      PCA
                                (   )   -
                                (   )   -

  Press ? for help                                Press <Esc> to exit
```

- ✓ Enter the desired changes to the user CONTACT information using <Return> to move between fields.
- ✓ When all corrections have been made, press <Ctrl W> to save the information.

Continue entering new permit numbers until all required changes have been made.

To return to the *Permit Menu*, press <Esc>.



Printing The Permit

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To print a copy of a specific permit, choose **Print Permit (Form 33-125)** from the *Permit Menu* by entering "5" and pressing <Return>:

```
=====
=                               County Permit Program                               Date 08/01/95 =
= COLUSA COUNTY AGRICULTURAL COMMISSIONER'S OFFICE                               Version 7.3 =
=====
```

```
=====
=                               =
=           P E R M I T       M E N U           =
=           -----           =
=                               =
=   1.  Enter Permit                               =
=   2.  Update Pesticide In Permit                 =
=   3.  Update Site ID/Commodity In Permit         =
=   4.  Update Contact User                       =
=   5.  Print Permit (Form 33-125)                 =
=   6.  Print Permit By Range                     =
=   7.  Print/Query Menu                         =
=   8.  Return To Main Menu                       =
=                               =
=====
```

Please Enter Your Choice: 1

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

```
=====
=
=   PRINT OPERATOR/SITE IDENTIFICATION REPORT   =
=
=       1.  Print Permit By Site ID             =
=       2.  Print Permit By Commodity           =
=
=           Enter Option :                       =
=
=====
```

Number of copies to be sent to the printer (0 to 9)

To print the permit with the information sorted by Site ID:

- ✓ Enter "1" and press **<Return>**.

The following message appears: "Enter permit number".

- ✓ Enter the required PERMIT NUMBER and press **<Return>**.

The following message appears: "Press Return Key to print All Site IDs in the Permit OR To print a particular Site, enter the appropriate Site ID."

- ✓ Enter the desired SITE ID and press **<Return>**, or press **<Return>** to print all sites on the permit.

- ✓ Enter the number of copies required if other than [1] and press **<Return>**.

The copies will be printed and the screen returned to the *Permit Menu*.

NOTE: If you enter 0 for the number of copies, the file permit.txt will contain the permit to be printed. This will allow you to edit the permit using a word processor prior to printing. To print the permit, at the correct subdirectory (i.e. RMPP) type: copy permit.txt prn:

To print the permit with the information sorted by Commodity:

- ✓ Enter "2" and press <Return>.

The following message appears: "Enter permit number".

- ✓ Enter the required PERMIT NUMBER and press <Return>.

The following message appears: "Press Return key to print All commodities in the permit OR to print a particular commodity, enter the appropriate code."

- ✓ Enter up to 5 commodities, pressing <Return> between entries, or press <Return> to print all commodities on the permit.
- ✓ Enter the number of copies required if other than [1] and press <Return>.

The copies will be printed and the screen returned to the *Permit Menu*.

))))))))))))))))))))))

To print a copy of a series of permits, choose **Print Permit By Range** from the *Permit Menu* by entering "6 and pressing <Return>:

```
=====
=                County Permit Program                Date 08/01/95 =
= COLUSA COUNTY AGRICULTURAL COMMISSIONER'S OFFICE    Version 7.3 =
=====
```

```
=====
=
=                P E R M I T      M E N U                =
=                -----                =
=
=    1.  Enter Permit                                =
=    2.  Update Pesticide In Permit                  =
=    3.  Update Site ID/Commodity In Permit          =
=    4.  Update Contact User                        =
=    5.  Print Permit (Form 33-125)                  =
=    6.  Print Permit By Range                      =
=    7.  Print/Query Menu                          =
=    8.  Return To Main Menu                        =
=
=====
```

Please Enter Your Choice: 1

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

```

                                PRINT PERMIT BY RANGE
                                =====
                                Permit will be printed from          to

                                1.  Ordered by site ID
                                2.  Ordered by commodity

                                Enter Option :

                                Number of copy will be printed for each permit (1 to 9)

                                Press Esc key to exit

```

- ✓ Enter the beginning PERMIT NUMBER and press **<Return>**.
- ✓ Enter the ending PERMIT NUMBER and press **<Return>**.
- ✓ To print the permits ordered by *Site ID*, enter "1". Otherwise, enter "2" to print the permits ordered by *Commodity*. Press **<Return>**.
- ✓ Enter the number of copies required if other than [1] and press **<Return>**.

The permits will be printed and the screen returned to the *Permit Menu*.

NOTE: If you enter 0 for the number of copies, the file **permit.txt** will contain the permit to be printed. This will allow you to edit the permit using a word processor prior to printing. To print the permit, at the correct subdirectory (i.e. RMPP) type: **copy permit.txt prn:**



Queries

44444444444444

To perform queries on the permit data choose **Print/Query Menu** from the *Permit Menu* by entering "7" and pressing **< Return >**:

```
=====
=                      County Permit Program                      Date 08/01/95 =
= COLUSA COUNTY AGRICULTURAL COMMISSIONER'S OFFICE              Version 7.3 =
=====
```

```
=====
=                      P E R M I T      M E N U                      =
=                      -----                      =
=
=      1.  Enter Permit                      =
=      2.  Update Pesticide In Permit        =
=      3.  Update Site ID/Commodity In Permit =
=      4.  Update Contact User                =
=      5.  Print Permit (Form 33-125)         =
=      6.  Print Permit By Range              =
=      7.  Print/Query Menu                  =
=      8.  Return To Main Menu                =
=
=====
```

Please Enter Your Choice: 7

Use Up Arrow or Down Arrow to select option or enter a number

The following menu appears:

```
=====
=      COUNTY PERMIT PROGRAMS      =
=      Print / Query Menu          =
=====

=====
=
=  1.  List of Permittees - Permit #, name                                =
=  2.  List of Permittees - Permit #, names, addresses, phone numbers    =
=  3.  List of Permittees and Commodities                                =
=  4.  List of Permittees for a selected Commodity                       =
=  5.  List of Permittees for a selected Pesticide                       =
=  6.  Labels for Permittees                                              =
=  7.  Labels for Permittees for one Pesticide and Multiple Commodities =
=  8.  Labels for Permittees for one Commodity and Multiple Pesticides =
=  9.  Return To Permit Menu                                              =
=
=====

Please Enter Your Choice: 1

Use Up Arrow or Down Arrow to select option or enter a number
```



To List Permittees By Permit Number And Name

44444444444444

Choose **List of Permittees - Permit #, name** by entering "1" from the Print / Query Menu and pressing **<Return>**.

The following screen appears:

```

                                LIST OF PERMITTEE - PERMIT NUMBERS AND NAMES
                                =====
OUTPUT SELECTION : _

1. All Permittees
2. Restricted Material Permittees Only
3. Operator ID Only
4. All Permittees With Particular Permit Expiration Date
5. Restricted Material Permittee With Particular Permit Expiration Date
6. Operator ID With Particular Permit Expiration Date

For Option 4, 5 and 6 :

Enter Permit Expiration Date Beginning _____ and Ending _____

OUTPUT LISTED BY : _                OUTPUT SEND TO : _

P : Permittee Name                    S : Screen
N : Permit Number                     P : Printer
L : Last name                         W : Word Processing File
                                      F : Standard File
```

- ✓ Choose OUTPUT SELECTION, 1 through 6, and press **<Return>**.
- ✓ For OUTPUT SELECTION options 4, 5 or 6, enter beginning and ending dates and press **<Return>**.
- ✓ Choose output listed by P, N or L. Choosing P will give output in alphabetical order by Permittee name. N will give output in numerical order by Permit name. L will give output in alphabetical order by last name. Press **<Return>**.
- ✓ Choose S, P, W or F to send output to screen (S), printer (P), word processing file (W) or standard data file (F). Press **<Return>**.

If "W" is chosen, the following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

✓ Enter the name of the file and press <Return>.

The name can be any combination of 8 letters and numbers.
The extension .TXT will be added to the filename.

After processing is completed, a message will be displayed
on the screen giving the filename. This file can now be
copied from the computer's hard disk to floppies.

If "F" is chosen, the following screen appears:

```
+-----+
| SELECT FOLLOWING FORMAT : _          |
|                                     |
|   F : Field Line Delimited          |
|   C : Comma Delimited                |
|   R : Record Line Delimited (No Comma) |
|                                     |
+-----+
```

✓ Choose F, C or R and press <Return>.

Choosing F will give a file with each field (Example:
Permittee name) on a separate line.

Choosing C will give a file with each record (Example: all
data entered in screen 3) on a separate line and each field
(Example: Commodity) separated by commas.

Choosing R will give a file like C above but with no
commas and each field (Example: Permittee name) in the
same position on the line.

**NOTE: These are the formats that are most frequently
requested by outside agencies and individuals.**

If you do not understand the above brief descriptions please ask your system administrator to give further explanation. Also, to better understand the type of file that is produced, view the resulting file in a word processor in a non-document mode.

The following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

✓ Enter the name of the file and press <**Return**>.

The name can be any combination of letters and numbers up to 8 characters. An extension, such as SDF or LBL, will be added to the file.

After processing is completed, a message will be displayed on the screen giving the filename. This file can now be copied from the computer's hard disk to floppies.

SECTION II
PESTICIDE PERMIT PROGRAM

01/01/96

KINGS COUNTY AGRICULTURAL COMMISSIONER'S OFFICE Report Date : 10/06/95
LIST OF ALL PERMITTEES BY PERMITTEE NAME

PERMIT	PERMITTEE	LASTNAME	FIRSTNAME
0403618	ADNAN HALABI	HALABI	ADNAN
0403610	BOB HENNIGAN	HENNIGAN	BOB
0400433	BOB VANELLA	VANELLA	BOB
0400107	BOHANNON RANCHES, INC	BOHANNON	CURT
0600586	BOYD, KELLY	BOYD	KELLY
0600446	BRALY FARMS	ZUMWALT	BRALY
0400005	C. W. JOHNSON	SMITH	REX
0400089	CA DEPT OF WATER RESOURCES	BABB	DENNIS
0600607	CIRIGLIANO, BILL & SUSAN	CIRIGLIANO	BILL/SUSAN
0402482	CLINTON MOFFITT	MOFFITT	CLINTON
0600053	CONTOUR FARMS, INC	TORRES	DAVID
0600454	COOK FARMS	COOK	DAVID
0400408	DAN JUANARENA	JUANARENA	DAN
0403625	DON HAYES	HAYES	DON
0600221	FRANK ROGERS	ROGERS	FRANK
0600195	GEORGE CORBIN	CORBIN	GEORGE

The above is an example of a possible printout for option #1 from the Print/Query Menu.



**To List Permittees with Permit Number, Names,
Addresses and Phone Numbers**
44444444444444

Choose **List of Permittees - Permit #, names, addresses,
phone numbers** by entering "2" and pressing <Return>.

```
=====
=      COUNTY PERMIT PROGRAMS      =
=      Print / Query Menu          =
=====

=====
=
=  1. List of Permittees - Permit #, name
=  2. List of Permittees - Permit #, names, addresses, phone numbers
=  3. List of Permittees and Commodities
=  4. List of Permittees for a selected Commodity
=  5. List of Permittees for a selected Pesticide
=  6. Labels for Permittees
=  7. Labels for Permittees for one Pesticide and Multiple Commodities
=  8. Labels for Permittees for one Commodity and Multiple Pesticides
=  9. Return To Permit Menu
=
=====
```

Please Enter Your Choice: 2

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

```

                                LIST OF PERMITTEE - PERMIT NUMBERS AND NAMES
                                =====
OUTPUT SELECTION : _

1. All Permittees
2. Restricted Material Permittees Only
3. Operator ID Only
4. All Permittees With Particular Permit Expiration Date
5. Restricted Material Permittee With Particular Permit Expiration Date
6. Operator ID With Particular Permit Expiration Date

For Option 4, 5 and 6 :

    Enter Permit Expiration Date Beginning _____ and Ending _____

OUTPUT LISTED BY : _                OUTPUT SEND TO : _

P : Permittee Name                    S : Screen
N : Permit Number                     P : Printer
L : Last name                         W : Word Processing File
                                      F : Standard File
```

- ✓ Choose OUTPUT SELECTION, 1 through 6, and press **<Return>**.
- ✓ For OUTPUT SELECTION options 4, 5 or 6, enter beginning and ending dates and press **<Return>**.
- ✓ Choose output listed by P, N or L. Choosing P will give output in alphabetical order by Permittee name. N will give output in numerical order by Permit name. L will give output in alphabetical order by last name. Press **<Return>**.
- ✓ Choose S, P, W or F to send output to screen (S), printer (P), word processing file (W) or standard data file (F). Press **<Return>**.

If "W" is chosen, the following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

- ✓ Enter the name of the file and press <Return>.

The name can be any combination of 8 letters and numbers.
The extension .TXT will be added to the filename.

After processing is completed, a message will be displayed
on the screen giving the filename. This file can now be
copied from the computer's hard disk to floppies.

If "F" is chosen, the following screen appears:

```
+-----+
| SELECT FOLLOWING FORMAT : _          |
|                                     |
| F : Field Line Delimited           |
| C : Comma Delimited                |
| R : Record Line Delimited (No Comma) |
|                                     |
+-----+
```

- ✓ Choose F, C or R and press <Return>.

Choosing F will give a file with each field (Example:
Permittee name) on a separate line.

Choosing C will give a file with each record (Example: all
data entered in screen 3) on a separate line and each field
(Example: Commodity) separated by commas.

Choosing R will give a file like C above but with no
commas and each field (Example: Permittee name) in the
same position on the line.

**NOTE: These are the formats that are most frequently
requested by outside agencies and individuals.**

If you do not understand the above brief descriptions please ask your system administrator to give further explanation. Also, to better understand the type of file that is produced, view the resulting file in a word processor in a non-document mode.

The following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

✓ Enter the name of the file and press <**Return**>.

The name can be any combination of letters and numbers up to 8 characters. An extension, such as SDF or LBL, will be added to the file.

After processing is completed, a message will be displayed on the screen giving the filename. This file can now be copied from the computer's hard disk to floppies.

01/01/96

Menu.



To List Permittees and Commodities

44444444444444

Choose **List of Permittees and Commodities** by entering
"3" and pressing <Return>.

```
=====
=      COUNTY PERMIT PROGRAMS      =
=      Print / Query Menu          =
=====

=====
=                                                                              =
=  1. List of Permittees - Permit #, name                                  =
=  2. List of Permittees - Permit #, names, addresses, phone numbers      =
=  3. List of Permittees and Commodities                                =
=  4. List of Permittees for a selected Commodity                         =
=  5. List of Permittees for a selected Pesticide                         =
=  6. Labels for Permittees                                                =
=  7. Labels for Permittees for one Pesticide and Multiple Commodities    =
=  8. Labels for Permittees for one Commodity and Multiple Pesticides     =
=  9. Return To Permit Menu                                                =
=                                                                              =
=====
```

Please Enter Your Choice: 3

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

```

                                LIST OF PERMITTEE - PERMIT NUMBERS AND NAMES
                                =====
OUTPUT SELECTION : _

1. All Permittees
2. Restricted Material Permittees Only
3. Operator ID Only
4. All Permittees With Particular Permit Expiration Date
5. Restricted Material Permittee With Particular Permit Expiration Date
6. Operator ID With Particular Permit Expiration Date

For Option 4, 5 and 6 :

Enter Permit Expiration Date Beginning _____ and Ending _____

OUTPUT LISTED BY : _           OUTPUT SEND TO : _

P : Permittee Name             S : Screen
N : Permit Number              P : Printer
L : Last name                  W : Word Processing File
                                F : Standard File
```

- ✓ Choose OUTPUT SELECTION, 1 through 6, and press **<Return>**.
- ✓ For OUTPUT SELECTION options 4, 5 or 6, enter beginning and ending dates and press **<Return>**.
- ✓ Choose output listed by P, N or L. Choosing P will give output in alphabetical order by Permittee name. N will give output in numerical order by Permit name. L will give output in alphabetical order by last name. Press **<Return>**.
- ✓ Choose S, P, W or F to send output to screen (S), printer (P), word processing file (W) or standard data file (F). Press **<Return>**.

If "W" is chosen, the following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

✓ Enter the name of the file and press <Return>.

The name can be any combination of 8 letters and numbers.
The extension .TXT will be added to the filename.

After processing is completed, a message will be displayed
on the screen giving the filename. This file can now be
copied from the computer's hard disk to floppies.

If "F" is chosen, the following screen appears:

```
+-----+
| SELECT FOLLOWING FORMAT : _ |
|                               |
| F : Field Line Delimited    |
| C : Comma Delimited         |
| R : Record Line Delimited (No Comma) |
|                               |
+-----+
```

✓ Choose F, C or R and press <Return>.

Choosing F will give a file with each field (Example:
Permittee name) on a separate line.

Choosing C will give a file with each record (Example: all
data entered in screen 3) on a separate line and each field
(Example: Commodity) separated by commas.

Choosing R will give a file like C above but with no
commas and each field (Example: Permittee name) in the
same position on the line.

**NOTE: These are the formats that are most frequently
requested by outside agencies and individuals.**

If you do not understand the above brief descriptions please ask your system administrator to give further explanation. Also, to better understand the type of file that is produced, view the resulting file in a word processor in a non-document mode.

The following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

✓ Enter the name of the file and press <**Return**>.

The name can be any combination of letters and numbers up to 8 characters. An extension, such as SDF or LBL, will be added to the file.

After processing is completed, a message will be displayed on the screen giving the filename. This file can now be copied from the computer's hard disk to floppies.

01/01/96

Report Date : 10/06/95

H. J. JENSEN

, H.

LAFAYETTE, CA

, CA 94549-

Mb1

Commodity	Total Acres	Total S.Q. Feet	Total Units
-----------	-------------	-----------------	-------------

ALMOND	274.00	0.00	0.00
--------	--------	------	------

WALNUT	15.00	0.00	0.00
--------	-------	------	------

TOMATO PROCESS	100.00	0.00	0.00
----------------	--------	------	------

Grand Total :	522.00	0.00	0.00
---------------	--------	------	------

The above is an example of a possible printout for option #3 from the Print/Query Menu.



To List Permittees for a Selected Commodity

44444444444444

Choose **List of Permittees for a Selected Commodity** by entering "4" and pressing <Return>.

```
=====
=      COUNTY PERMIT PROGRAMS      =
=      Print / Query Menu          =
=====

=====
=                                                                              =
=  1. List of Permittees - Permit #, name                                  =
=  2. List of Permittees - Permit #, names, addresses, phone numbers      =
=  3. List of Permittees and Commodities                                   =
=  4. List of Permittees for a selected Commodity                         =
=  5. List of Permittees for a selected Pesticide                         =
=  6. Labels for Permittees                                                =
=  7. Labels for Permittees for one Pesticide and Multiple Commodities    =
=  8. Labels for Permittees for one Commodity and Multiple Pesticides     =
=  9. Return To Permit Menu                                                =
=                                                                              =
=====
```

Please Enter Your Choice: 4

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

```

                                LIST OF PERMITTEE - PERMIT NUMBERS AND NAMES
                                =====
OUTPUT SELECTION : _

1. All Permittees
2. Restricted Material Permittees Only
3. Operator ID Only
4. All Permittees With Particular Expiration Date
5. Restricted Material Permittee With Particular Expiration Date
6. Operator ID With Particular Expiration Date

For Option 4, 5 and 6 :

Enter Expiration Date Beginning _____ and Ending _____

Enter commodity code      Output listed by : _      Output send to : _
    _____-_____      P : Permittee Name      S : Screen
    _____-_____      N : Permit Number      P : Printer
    _____-_____      L : Last name      W : Word Processing
    _____-_____      F : Stand File
    _____-_____

Press <Esc> key to exit
```

- ✓ Choose OUTPUT SELECTION, 1 through 6, and press **<Return>**.
- ✓ For OUTPUT SELECTION options 4, 5 or 6, enter beginning and ending dates and press **<Return>**.
- ✓ Enter up to 5 COMMODITY CODES and press **<Return>**.
- ✓ Choose output listed by P, N or L. Choosing P will give output in alphabetical order by Permittee name. N will give output in numerical order by Permit name. L will give output in alphabetical order by last name. Press **<Return>**.
- ✓ Choose S, P, W or F to send output to screen (S), printer (P), word processing file (W) or standard data file (F). Press **<Return>**.

If "W" is chosen, the following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

✓ Enter the name of the file and press <Return>.

The name can be any combination of 8 letters and numbers.
The extension .TXT will be added to the filename.

After processing is completed, a message will be displayed
on the screen giving the filename. This file can now be
copied from the computer's hard disk to floppies.

If "F" is chosen, the following screen appears:

```
+-----+
| SELECT FOLLOWING FORMAT : _          |
|                                     |
| F : Field Line Delimited           |
| C : Comma Delimited                |
| R : Record Line Delimited (No Comma) |
|                                     |
+-----+
```

✓ Choose F, C or R and press <Return>.

Choosing F will give a file with each field (Example:
Permittee name) on a separate line.

Choosing C will give a file with each record (Example: all
data entered in screen 3) on a separate line and each field
(Example: Commodity) separated by commas.

Choosing R will give a file like C above but with no
commas and each field (Example: Permittee name) in the
same position on the line.

**NOTE: These are the formats that are most frequently
requested by outside agencies and individuals.**

If you do not understand the above brief descriptions please ask your system administrator to give further explanation. Also, to better understand the type of file that is produced, view the resulting file in a word processor in a non-document mode.

The following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

✓ Enter the name of the file and press <**Return**>.

The name can be any combination of letters and numbers up to 8 characters. An extension, such as SDF or LBL, will be added to the file.

After processing is completed, a message will be displayed on the screen giving the filename. This file can now be copied from the computer's hard disk to floppies.

01/01/96

The above is an example of a possible printout for option #4 from the Print/Query Menu.



To List Permittees for a Selected Pesticide

44444444444444

Choose **List of Permittees for a Selected Pesticide** by entering "5" and pressing <Return>.

```
=====
=      COUNTY PERMIT PROGRAMS      =
=      Print / Query Menu          =
=====

=====
=                                                                              =
=  1. List of Permittees - Permit #, name                                  =
=  2. List of Permittees - Permit #, names, addresses, phone numbers      =
=  3. List of Permittees and Commodities                                   =
=  4. List of Permittees for a selected Commodity                         =
=  5. List of Permittees for a selected Pesticide                        =
=  6. Labels for Permittees                                                =
=  7. Labels for Permittees for one Pesticide and Multiple Commodities    =
=  8. Labels for Permittees for one Commodity and Multiple Pesticides    =
=  9. Return To Permit Menu                                                =
=                                                                              =
=====
```

Please Enter Your Choice: 5

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

```

                                LIST OF PERMITTEE - PERMIT NUMBERS AND NAMES
                                =====
OUTPUT SELECTION : _

1. All Permittees
2. Restricted Material Permittees Only
3. Operator ID Only
4. All Permittees With Particular Permit Expiration Date
5. Restricted Material Permittee With Particular Permit Expiration Date
6. Operator ID With Particular Permit Expiration Date

For Option 4, 5 and 6 :

    Enter Permit Expiration Date Beginning _____ and Ending _____

Enter pesticide code      Output listed by : _      Output send to : _
    _____           P : Permittee Name         S : Screen
    _____           N : Permit Number           P : Printer
    _____           L : Last name                W : Word Processing
    _____                                     F : Standard File

                                                    Press <Esc> key to exit
```

- ✓ Choose OUTPUT SELECTION, 1 through 6, and press **<Return>**.
- ✓ For OUTPUT SELECTION options 4, 5 or 6, enter beginning and ending dates and press **<Return>**.
- ✓ Enter up to 5 PESTICIDE CODES and press **<Return>**.
- ✓ Choose output listed by P, N or L. Choosing P will give output in alphabetical order by Permittee name. N will give output in numerical order by Permit name. L will give output in alphabetical order by last name. Press **<Return>**.
- ✓ Choose S, P, W or F to send output to screen (S), printer (P), word processing file (W) or standard data file (F). Press **<Return>**.

If "W" is chosen, the following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

- ✓ Enter the name of the file and press <Return>.

The name can be any combination of 8 letters and numbers.
The extension .TXT will be added to the filename.

After processing is completed, a message will be displayed on the screen giving the filename. This file can now be copied from the computer's hard disk to floppies.

If "F" is chosen, the following screen appears:

```
+-----+
| SELECT FOLLOWING FORMAT : _          |
|                                     |
| F : Field Line Delimited           |
| C : Comma Delimited                |
| R : Record Line Delimited (No Comma) |
|                                     |
+-----+
```

- ✓ Choose F, C or R and press <Return>.

Choosing F will give a file with each field (Example: Permittee name) on a separate line.

Choosing C will give a file with each record (Example: all data entered in screen 3) on a separate line and each field (Example: Commodity) separated by commas.

Choosing R will give a file like C above but with no commas and each field (Example: Permittee name) in the same position on the line.

NOTE: These are the formats that are most frequently requested by outside agencies and individuals.

If you do not understand the above brief descriptions please ask your system administrator to give further explanation. Also, to better understand the type of file that is produced, view the resulting file in a word processor in a non-document mode.

The following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

✓ Enter the name of the file and press <**Return**>.

The name can be any combination of letters and numbers up to 8 characters. An extension, such as SDF or LBL, will be added to the file.

After processing is completed, a message will be displayed on the screen giving the filename. This file can now be copied from the computer's hard disk to floppies.

SECTION II
PESTICIDE PERMIT PROGRAM

01/01/96

```
KINGS COUNTY AGRICULTURAL COMMISSIONER'S OFFICE      Report Date : 10/06/95
PERMITTEES WITH PESTICIDE FOR FURADAN
LIST ORDERED BY PERMITTEE

=====
0403610
BOB HENNIGAN
HENNIGAN              , BOB
5130 ANITA RD
CHICO                  , CA 95926-
Home (916)891-1862 Shop (    ) -      Fax      Mbl
=====
0400107
BOHANNON RANCHES, INC
BOHANNON              , CURT
1035 VERMONT ST
GRIDLEY                , CA 95948-
Home (916)846-4518 Shop (916)982-2305 Fax      Mbl (    ) BUCRA-CA

/\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\ /\
```

The above is an example of a possible printout for option #5 from the Print/Query Menu.



To Print Labels for Permittees

44444444444444

Choose **Labels for Permittees** by entering "6" and pressing
<Return>.

```
=====
=      COUNTY PERMIT PROGRAMS      =
=      Print / Query Menu          =
=====

=====
=                                                                              =
=  1. List of Permittees - Permit #, name                                  =
=  2. List of Permittees - Permit #, names, addresses, phone numbers      =
=  3. List of Permittees and Commodities                                   =
=  4. List of Permittees for a selected Commodity                         =
=  5. List of Permittees for a selected Pesticide                         =
=  6. Labels for Permittees                                                =
=  7. Labels for Permittees for one Pesticide and Multiple Commodities    =
=  8. Labels for Permittees for one Commodity and Multiple Pesticides     =
=  9. Return To Permit Menu                                                =
=                                                                              =
=====
```

Please Enter Your Choice: 6

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

```

                                LIST OF PERMITTEE - PERMIT NUMBERS AND NAMES
                                =====
OUTPUT SELECTION : _

1.  All Permittees
2.  Restricted Material Permittees Only
3.  Operator ID Only
4.  All Permittees With Particular Permit Expiration Date
5.  Restricted Material Permittee With Particular Permit Expiration Date
6.  Operator ID With Particular Permit Expiration Date

For Option 4, 5 and 6 :

    Enter Permit Expiration Date Beginning _____ and Ending _____

LABEL SIZE : _           OUTPUT LISTED BY : _           OUTPUT SEND TO : _

S : Small (1.0 x 3.5)    P : Permittee Name          P : Printer
L : Large (1.5 x 4.0)    N : Permit Number          F : Label File
                        L : Last name

                                Press <Esc> key to exit
```

- ✓ Choose OUTPUT SELECTION, 1 through 6, and press **<Return>**.
- ✓ For OUTPUT SELECTION options 4, 5 or 6, enter beginning and ending dates and press **<Return>**.
- ✓ Enter LABEL SIZE, S (small) or L (large), and press **<Return>**.
- ✓ Choose output listed by P, N or L. Choosing P will give output in alphabetical order by Permittee name. N will give output in numerical order by Permit name. L will give output in alphabetical order by last name. Press **<Return>**.
- ✓ Choose P or F to send output to printer (P) or label file (F). Press **<Return>**.

If "P" is chosen, a test print will be done with one page of test labels with X's in the place of names. This will make it possible to test that the printer alignment is correct and that the paper being used is appropriate.

After the test is done a message will be displayed "Do you want to re-print the testing label again (Y/N)?"

- ✓ Enter "Y" or "N" and press <**Return**>. When the response is "N" the labels will be printed.

If "F" is chosen, the following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

- ✓ Enter the name of the file and press <**Return**>.

The name can be any combination of letters and numbers up to 8 characters. An extension, LBL, will be added to the file.

After processing is completed, a message will be displayed on the screen giving the filename. This file can now be edited in a word processor or copied from the computer's hard disk to a floppy.

ADNAN HALABI
Attn: ADNAN HALABI
327 N. PALO CEDRO
DIAMOND BAR, CA 91765

BOB HENNIGAN
Attn: BOB HENNIGAN
5130 ANITA RD
CHICO, CA 95926

BOB VANELLA
Attn: BOB VANELLA
3068 CHICO AVE
CHICO, CA 95928

BOHANNON RANCHES, INC
Attn: CURT BOHANNON
1035 VERMONT ST
GRIDLEY, CA 95948

////////////////////////////////////

The above is an example of a possible printout for option #6 from the Print/Query Menu.



To Print Labels with Pesticide and Commodity

Selections

44444444444444

Choose **Labels for Permittees for one Pesticide and Multiple Commodities** by entering "7" and pressing **<Return>**.

```
=====
=      COUNTY PERMIT PROGRAMS      =
=      Print / Query Menu          =
=====

=====
=                                                                              =
= 1. List of Permittees - Permit #, name                                     =
= 2. List of Permittees - Permit #, names, addresses, phone numbers         =
= 3. List of Permittees and Commodities                                       =
= 4. List of Permittees for a selected Commodity                             =
= 5. List of Permittees for a selected Pesticide                             =
= 6. Labels for Permittees                                                    =
= 7. Labels for Permittees for one Pesticide and Multiple Commodities =
= 8. Labels for Permittees for one Commodity and Multiple Pesticides         =
= 9. Return To Permit Menu                                                    =
=                                                                              =
=====
```

Please Enter Your Choice: 7

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

```

                                LIST OF PERMITTEE - PERMIT NUMBERS AND NAMES
                                =====
OUTPUT SELECTION : _

1. All Permittees
2. Restricted Material Permittees Only
3. Operator ID Only
4. All Permittees With Particular Permit Expiration Date
5. Restricted Material Permittee With Particular Permit Expiration Date
6. Operator ID With Particular Permit Expiration Date

For Option 4, 5 and 6 :

Enter Permit Expiration Date Beginning _____ and Ending _____

ENTER PESTICIDE CODE : _____

ENTER COMMODITY CODE : _____-_____-_____-_____-_____-_____

Press <Esc> key to exit
```

- ✓ Choose OUTPUT SELECTION, 1 through 6, and press **<Return>**.
- ✓ For OUTPUT SELECTION options 4, 5 or 6, enter beginning and ending dates and press **<Return>**.
- ✓ Enter PESTICIDE code, required, and press **<Return>**.
- ✓ Enter COMMODITY code(s), optional, and press **<Return>**.

The following screen appears:

```

+-----+-----+-----+
| LABEL SIZE : T                | OUTPUT LISTED BY : _   | OUTPUT SEND TO : _   |
|                               |                          |                      |
| S : Small (1.0 x 3.5)        | P : Permittee Name     | P : Printer          |
| L : Large (1.5 x 4.0)        | N : Permit Number      | F : Label File       |
|                               | L : Last name          |                      |
|                               |                          |                      |
|                               | ENTER LABEL OUTPUT FILE NAME : _____ |
+-----+-----+-----+
```

- ✓ Enter LABEL SIZE, S (small) or L (large), and press <Return>.
- ✓ Choose output listed by P, N or L. Choosing P will give output in alphabetical order by Permittee name. N will give output in numerical order by Permit name. L will give output in alphabetical order by last name. Press <Return>.
- ✓ Choose P or F to send output to printer (P) or label file (F). Press <Return>.

If "P" is chosen, a test print will be done with one page of test labels with X's in the place of names. This will make it possible to test that the printer alignment is correct and that the paper being used is appropriate.

After the test is done a message will be displayed "Do you want to re-print the testing label again (Y/N)?"

- ✓ Enter "Y" or "N" and press <Return>. When the response is "N" the labels will be printed.

If "F" is chosen, the following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

- ✓ Enter the name of the file and press <Return>.

The name can be any combination of letters and numbers up to 8 characters. An extension, LBL, will be added to the file.

After processing is completed, a message will be displayed on the screen giving the filename. This file can now be edited in a word processor or copied from the computer's hard disk to a floppy.

BOHANNON RANCHES, INC
Attn: CURT BOHANNON
1035 VERMONT ST
GRIDLEY, CA 95948

User's Manual
Page II-80



To Print Labels with Commodity and Pesticide

Selections

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Choose **Labels for Permittees for one Commodity and Multiple Pesticides** by entering "8" and pressing **<Return>**.

```
=====
=      COUNTY PERMIT PROGRAMS      =
=      Print / Query Menu          =
=====
```

```
=====
=                                                                              =
= 1. List of Permittees - Permit #, name                                     =
= 2. List of Permittees - Permit #, names, addresses, phone numbers         =
= 3. List of Permittees and Commodities                                       =
= 4. List of Permittees for a selected Commodity                             =
= 5. List of Permittees for a selected Pesticide                             =
= 6. Labels for Permittees                                                    =
= 7. Labels for Permittees for one Pesticide and Multiple Commodities        =
= 8. Labels for Permittees for one Commodity and Multiple Pesticides      =
= 9. Return To Permit Menu                                                    =
=                                                                              =
=====
```

Please Enter Your Choice: 8

Use Up Arrow or Down Arrow to select option or enter a number

The following screen appears:

```

                                LIST OF PERMITTEE - PERMIT NUMBERS AND NAMES
                                =====
OUTPUT SELECTION : _

1. All Permittees
2. Restricted Material Permittees Only
3. Operator ID Only
4. All Permittees With Particular Permit Expiration Date
5. Restricted Material Permittee With Particular Permit Expiration Date
6. Operator ID With Particular Permit Expiration Date

For Option 4, 5 and 6 :

Enter Permit Expiration Date Beginning _____ and Ending _____

ENTER COMMODITY CODE : ____-__

ENTER PESTICIDE CODE : _____

Press <Esc> key to exit
```

- ✓ Choose OUTPUT SELECTION, 1 through 6, and press **<Return>**.
- ✓ For OUTPUT SELECTION options 4, 5 or 6, enter beginning and ending dates and press **<Return>**.
- ✓ Enter COMMODITY code, required, and press **<Return>**.
- ✓ Enter PESTICIDE code(s), optional, and press **<Return>**.

The following screen appears:

```

+-----+
| LABEL SIZE : T          OUTPUT LISTED BY : _  OUTPUT SEND TO : _  |
| S : Small (1.0 x 3.5)  P : Permittee Name    P : Printer        |
| L : Large (1.5 x 4.0)  N : Permit Number      F : Label File      |
|                        L : Last name           |
|                                     ENTER LABEL OUTPUT FILE NAME : _____ |
+-----+
```

- ✓ Enter LABEL SIZE, S (small) or L (large), and press **<Return>**.
- ✓ Choose output listed by P, N or L. Choosing P will give output in alphabetical order by Permittee name. N will give output in numerical order by Permit name. L will give output in alphabetical order by last name. Press **<Return>**.
- ✓ Choose P or F to send output to printer (P) or label file (F). Press **<Return>**.

If "P" is chosen, a test print will be done with one page of test labels with X's in the place of names. This will make it possible to test that the printer alignment is correct and that the paper being used is appropriate.

After the test is done a message will be displayed "Do you want to re-print the testing label again (Y/N)?"

- ✓ Enter "Y" or "N" and press **<Return>**. When the response is "N" the labels will be printed.

If "F" is chosen, the following screen appears:

```
+-----+
| ENTER OUTPUT FILE NAME : _____ |
+-----+
```

- ✓ Enter the name of the file and press **<Return>**.

The name can be any combination of letters and numbers up to 8 characters. An extension, LBL, will be added to the file.

After processing is completed, a message will be displayed on the screen giving the filename. This file can now be edited in a word processor or copied from the computer's hard disk to a floppy.

ADNAN HALABI
Attn: ADNAN HALABI
327 N. PALO CEDRO
DIAMOND BAR, CA 91765

BOB HENNIGAN
Attn: BOB HENNIGAN
5130 ANITA RD
CHICO, CA 95926

BOB VANELLA
Attn: BOB VANELLA
3068 CHICO AVE
CHICO, CA 95928

BOHANNON RANCHES, INC
Attn: CURT BOHANNON
1035 VERMONT ST
GRIDLEY, CA 95948

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The above is an example of a possible printout for option #8 from the Print/Query Menu.